

Full-Time Wyoming Army National Guard Vacancy (Technician Announcement)

ARMY GUARD AREA 3 – NATIONWIDE TECHNICIAN VACANCY ANNOUNCEMENT

May qualify for a Relocation/Recruitment Bonus up to \$5000.00

Please review the Area of Consideration and the Instructions for Applying sections prior to submitting an application package

31 October 2006

ANNOUNCEMENT #: 07-03

CLOSING DATE: 27 NOV 2006

TECHNICIAN TITLE, SERIES & GRADE: Supervisory Construction and Facility Management Specialist, GS-1601-12

SALARY RANGE: \$62,291.00 – \$80,975 per year

LOCATION OF POSITION: Construction and Facility Management Office, Cheyenne, WY

APPOINTMENT FACTORS: Excepted Service Officer (OFF) the incumbent of this position is required to be eligible to join or transfer to the Wyoming Army National Guard. May qualify for bonus dependent upon skill sets. May pay up to \$5000.00. A 12-month Service Agreement is required upon appointment. If the recipient does not fulfill 12 months of service with the Wyoming Army National Guard, the bonus will be repaid on a pro rata basis.

MILITARY GRADE REQUIREMENTS AND COMPATIBILITY CRITERIA: After selection, must possess or be eligible for assignment to a military position in Officer Branch 01A. Minimum Grade O4 Maximum Grade O6.

NOTE: O6s are eligible to apply provided they are currently assigned to an M-day O6 position and would remain in that position.

POSITION SENSITIVITY: 2 – Noncritical Sensitive (NCS)

AREA OF CONSIDERATION: For Nationwide Technicians: This vacancy is open to anyone eligible to join or transfer to the Wyoming Army National Guard. (see page 3 for technician application procedures).

TECHNICIAN QUALIFICATION REQUIREMENTS: GENERAL - Must have experience, education, or training which has provided the applicant with a knowledge of equipment maintenance work. Must have the ability to effectively communicate both orally and in writing.

SPECIALIZED - Must have 36 months of specialized experience which has included:

- (1) experience in planning and coordinating projects to bring many resources together;
- (2) experience in an organization which required highly complex, extremely high standards, and inspections often requiring sophisticated testing methods and equipment;
- (3) experience in meeting rigid requirements established by other sources as to when and how the work will be done.

SUBSTITUTION - A maximum of 12 months of specialized experience may be substituted by successful completion of undergraduate study at an accredited college or university at the rate of 30 semester hours for 12 months of experience. The education must have been in fields directly related to the type of work of the position.

DUTIES AND RESPONSIBILITIES: Serves as a principal advisor and action officer to the CFMO on all proposed ARNG construction, maintenance, and facilities management plans within the state. Responsible for developing, maintaining, and coordinating the state's Real Property Master Plan (RPMP), Long Range Construction Plan (LRCP), State and Federal Capital Plans, and Facilities Life Cycle Plan (FLCP). Serves as a principal advisor and action officer for all ARNG construction, maintenance/repair, and facilities management programs within the state. Oversees management of all ARNG real property. Responsible for the acquisition, management, and termination of real property interests; maintenance of real property accountability, the Facility Inventory and Stationing Plan (FISP), Army Stationing and Inventory Plan (ASIP), other real property inventories; and the validation of real property quantities. Oversees development, maintenance and update of ARNG Energy Programs. Identifies possible energy conservation measures and promotes use of the Energy Conservation Programs (ECP), and Energy Conservation Savings Programs (ECSP). Executes functions in the absence of the CFMO. Ensures all plans are in compliance with governing Federal, state and local laws; and within ARNG policies, procedures and guidelines. Coordinates with state Geographic Information Officer (GIO) for the establishment and development of an Enterprise Geographic Information System (EGIS) for the FMO for use in planning and installation management. Administers, plans, coordinates, and directs the activities of subordinate personnel. Performs other duties as assigned.

NOMINATING OFFICIAL: COL Tammy Maas, CFMO

WYOMING NATIONAL GUARD HUMAN RESOURCES OFFICE (HRO) POINT OF CONTACT:

OC Casey Henry at (307) 772-5167, DSN 388-5167, or E-Mail casey.henry@wy.ngb.army.mil

PRE-EMPLOYMENT INQUIRY: An employment inquiry may be sent by the HRO to those previous employers shown on the application in order to provide reasonable assurance that there is no derogatory or suitability information. The incumbent may be required to pass a physical screening prior to being assigned.

SUBMIT YOUR APPLICATION TO: Human Resources Office
Attn: Technician Staffing
5500 Bishop Boulevard
Cheyenne, WY 82009-3320

INSTRUCTIONS FOR APPLYING: All application materials must be received in HRO no later than 1630 on the indicated closing date. Materials arriving after the closing date will not be considered. Do not submit application materials in binders, file folders, etc.

The Wyoming Military Department is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, color, national origin, sex, political affiliation, or any other non-merit factor.

TECHNICIAN SPECIFIC INSTRUCTIONS

You will be rated on your experience related to the Qualification Requirements section of the vacancy announcement. These minimum experience requirements are essential for successful performance in the position. You must fully justify, on your application, how you meet these requirements.

The application packet will consist of the following: A typed or neatly printed summary of your history. This may be a resume, established form (OF 612), or any other application form you choose.

As a minimum, your packet must include the following information in order to be considered:

- Announcement number and title of the position for which you are applying.
- Your full name, mailing address, and phone number(s) where you can be reached.
- Your military grade, AFSC and unit of assignment.
- Your social security account number and birth date.
- A narrative of your work (paid or unpaid), training, education, and/or other experiences that may be related to this vacancy.
- List all pertinent military experiences.
- Describe duties in your own words; do not submit copies of official position descriptions.
- Credit will be granted only if there is sufficient information in your application to fully substantiate how you satisfy the qualification requirements.
- If you believe your education will help you qualify for this vacancy, include a copy of your transcript(s). Education substitution credit will not be given without transcripts or certificates of completion.
- Show actual dates for all work experience submitted.

Incomplete applications will not be considered. All application materials will be retained by the Human Resources Office as part of the staffing file. You may submit copies rather than original documents. Veteran's preference does not apply to positions in this agency.

Special notes:

- Acceptance of a permanent or indefinite position will cause termination from the Selected Reserve Incentive Program (SRIP).
- Relocation expenses will not be paid by the government.
- The selectee will be required to participate in Direct Deposit/Electronic Fund Transfer (DD/EFT).
- Use of government envelopes and/or postage for personal use is strictly prohibited.
- The selected applicant must complete a "Declaration of Federal Employment" prior to the appointment date.
- Faxed/mailed applications will be accepted to accommodate deployed members only.

Please feel free to call us at (307) 772-5167, DSN 388-5167, or email casey.henry@wy.ngb.army.mil for any additional information or clarification that you may need in reference to this procedure.